

**Licensed Center Advisory Board Meeting
September 12, 2006 from 1:00pm – 3:00pm
Bloomington, Indiana**

Present: Heidi Dowell, Maxine VanGuilder, Mary Jane Scamahorn, Mary Lee Freeze, Lisa Kipker, Noel Hanson, Amelia Galloway, Vicky Russo-Steele, Wendy Guenther, Carol Johnson, Traci Mehay, Carolyn Dederer, Melanie Brizzi, Lisa Clifford, Michelle Thomas

Assign/elect officers

The following slate was constructed:

President: Vicky Russo-Steele
Vice President: Lisa Kipker
Minute Taker: Mary Lee Freeze

Motion to accept this slate was made by Mary Jane Scamahorn and seconded by Maxine VanGuilder. Motion approved.

Operations/Governance of Advisory Board

Decide if things need votes, consensus

It was agreed that the meetings need to be an open forum for centers, and that the board members can serve as the network to invite others.

Agreement was reached that specific recommendations to the state need a vote by the group, but normally concerns and items will be discussed and not need a vote.

Decide who sets the agenda for future meetings and how the agenda gets set

Vicky will construct the agenda with the help of the board. The next agenda will in part be planned at the current meeting. In addition, the agenda will evolve as issues are sent to Vicky.

It was decided that if someone would like to give input to a meeting which they are unable to attend, they should email the president.

It was also decided that minutes from the meetings should go out to the full list of interested centers, not just to the board. Michelle will also post the minutes on the web site.

Future Meetings

Decide locations, times, dates

The group will meet quarterly. Michelle suggested that there be a two year term of office. The group agreed by consensus.

It was agreed that future meetings should be rotated based on 5 regions. One suggestion made and agreed upon by the group was to tie at least one of the quarterly meeting to the IAAYC Conference. Meeting time will be from 1:00pm – 3:00pm (Eastern Standard Time.) The following slate of times and places to meet was constructed:

January 16, 2007	West Lafayette
April 12, 2007	IAAYC – Indianapolis
July, 2007	Richmond
October, 2007	Fort Wayne
January, 2008	Jeffersonville
March or April, 2008	IAAYC – Indianapolis
July, 2008	South Bend
October, 2008	Vincennes

Current Hot List issues/Public Comments

1. A concern was raised regarding Little Tykes play equipment not being considered approved for licensed sites. The equipment in question is not the large climbing equipment that can be installed, but rather the small pieces that are not considered commercial. Information was shared that the Licensed Childcare Consultants are giving sites time to replace the equipment that doesn't meet the Consumer Product Safety guidelines.
2. The requirement for a teacher to have a CDA was discussed. Small childcares are struggling to employ qualified teachers. A sidebar to this concern was a discussion about the discrepancies that seem to exist from place to place regarding the quality of instruction for the CDA. It was suggested that at the next meeting there could be a discussion with Diana Wallace about TEACH and this discrepancy in instruction.
3. There is a Legislative Committee on Childcare meeting scheduled for 9/19/06 at 2:00 in State House Room 431. A second meeting is planned for 10/10/06. Michelle offered to place a topic on the agenda for the group. Through consensus, the group decided that a recommendation should be made that a preschool study committee be formed. A volunteer from the Bloomington area will present this recommendation.
4. A recommendation for the January meeting agenda was to invite Anita Doctor to discuss outcomes from the meeting she is to attend in Washington, DC, specifically regarding whether flu shots will be mandated for all staff and children.
5. Michelle will try to bring an update on the voucher program to the next meeting.

Meeting adjourned at 3:00pm.